

CLAIMS

1. An apparatus for diarizing janitorial services during a cleaning patrol comprising:

an outer casing that frames a display, a plurality of keys, a docking port, a barcode reader, and computing hardware interconnecting said display, said keys, said docking port and said barcode reader; said barcode reader operable to receive a scan of a barcode representative of at least one cleaning task; said computing hardware operable to record a completion of said at least one cleaning task corresponding to said received barcode.
2. The apparatus according to claim 1 wherein said at least one cleaning task includes a cleaning zone in a facility and at least one task to be performed in said at least one cleaning zone.
3. The apparatus according to claim 1 wherein said computing hardware is operable to present at least one prescribed cleaning task on said display.
4. The apparatus according to claim 3 wherein said at least one prescribed cleaning task includes a plurality of cleaning tasks along a cleaning patrol route.
5. A portable computer-based method of diarizing the performance of janitorial services comprising the steps of:
 - i. determining a zone of a facility for cleaning;
 - ii. presenting said determined zone to a user;
 - iii. waiting for a scan of a barcode that matches with a barcode affixed to said determined zone;
 - iv. determining a task to be performed;
 - v. presenting said task to said user;

- vi. waiting for a scan of a barcode on a task list that matches with a barcode respective to said task;
 - vii. repeating steps iv – vi until all tasks in a zone have been performed; and,
 - viii. repeating steps i-vii until all zones have been cleaned.
6. The method according to claim 5 further comprising the steps of:
- recording times when said barcode scans occur; and
- uploading said recorded times to a host computer.
7. An apparatus for diarizing janitorial services during a cleaning patrol comprising:
- an input device for receiving a user input representing a cleaning task;
- computing hardware connected to said input device for creating a record indicating a completion of said task when said user input is received;
- an output device for presenting said completion of said task.
8. The apparatus of claim 7 wherein said input device is a barcode reader and said user input is a barcode scan corresponding to said cleaning task.
9. The apparatus of claim 7 wherein said input device is selected from the group consisting of a keyboard, a touch screen, a radio frequency tag reader, a magnetic-strip card reader and a microphone.
10. The apparatus of claim 7 additionally comprising a microphone and said computing hardware is further operable to record a comment associated with said completion of said task.
11. The apparatus of claim 7 wherein said output device is a wireless transmitter operable to transmit completion of said task to a wireless receiver.

12. The apparatus of claim 7 wherein said output device is a computer display operable to present said completion to a user.

13. The apparatus of claim 7 wherein said output device is a docking port for connecting said apparatus to an external computer, and wherein said external computer is operable to receive said presentation of said completion.